

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2010
Author:	Anne Clarke
Department:	Resources
Contact:	Luke Johnson (Job Title: IT Infrastructure Manager, Email: luke.johnson@nottinghamcity.gov.uk, Phone: 07971232070)
Subject:	Local Area Network (LAN) and Wireless Maintenance Contract Extension
Total Value:	£36000 (IT Efficiency Fund) (Type: Revenue)
Decision Being Taken:	<ol style="list-style-type: none">1 The council seek tenders for a contract for the maintenance of the Local Area Network (LAN) and Wireless equipment for a period of six months (1/6/2015 to 30/11/2015) pursuant to Contract Procedure Rule 5.1.1.2 That the decision to accept a quotation be delegated to the Head of IT3 The estimated cost of £36000 will be met from available funds within the IT Efficiency Fund.

Reasons for the Decision(s)

The LAN and wireless equipment provides the infrastructure for the delivery of voice and data traffic to the City Council. A maintenance contract is vital to ensure that the IT Service can provide a reliable, high availability network service to colleagues and citizens. This contract will provide the following benefits:-

- Hardware replacement when any LAN equipment fails.
- Access to Cisco Support to download latest patch software to mitigate security or performance vulnerabilities.
- Access to Cisco Specialists in the event of fault escalation.
- Advisory services relating to network issues and new technology trends that can be beneficial to the Council.
- Guaranteed fault fix and response times .

The present contract is with Virgin Media Business (VMB) and is due to expire on the 31st May 2015. We are presently preparing a consolidated maintenance tender to replace this maintenance and will also include Voice Over Internet Protocol (VOIP) equipment and other LAN equipment presently on a short term Capita Contract. This tender will not be completed by the 31st May 2015 and we therefore seeking competitive quotations for this maintenance for a period of 6 months whilst the consolidated tender is completed.

Other Options Considered:

1. To do nothing. This option is discounted because this would mean either having to have a store of replacement spares in place to be able to fix any issues that may occur or risk having more downtime/ unavailability whilst replacement parts are sourced. There is also the possibility that IT would not have the necessary skills or manpower to resolve the faults. This would be the least viable option with business continuity and availability in mind. The cost of some of the premium equipment at the core of the network being around £250,000, it would be impractical to have a spare.

2. Request quotations for maintenance for 6 months(1/6.2015 to 30/11/2015) whilst a consolidated tender is issued and awarded. This is the preferred option as it will enable us to amalgamate contracts which will enable easier management and should reduce costs in the long term.

Background Papers:

Published Works:

Executive Report Network Expansion 19/01/10

Affected Wards:

Citywide

Colleague / Councillor Interests:

Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	There are no crime and disorder implications
Equality:	EIA not required. Reasons: Purchase of maintenance support not directly used by colleagues and citizens
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	03/06/2015
Advice Sought:	Legal, Finance, Procurement, IT
Legal Advice:	<p>Provided the requirements of CPR Rule 5.1.1 ("the three quote rule") are followed, no legal issues of significance are envisaged.</p> <p>Legal can provide advice on the procedure to be followed on below threshold tender processes. Advice provided by Brian Lewis Stewart (Solicitor) on 26/05/2015.</p>
Finance Advice:	<p>The value of the decision (£36,000) is based on the estimated cost of maintenance for the Local Area Network and wireless equipment for a period of 6 months from 1 June 2015. The estimated cost of this proposal has been approved as a commitment to be funded from the IT Efficiency Fund (ITEF) in 2015/16. Costs will be recorded as revenue expenditure in Resources ICT's revenue account in 2015/16 and will be funded by a reserve transfer from the ITEF up to a value of £36,000. Value for money will be achieved via the tendering process proposed for this procurement.</p> <p>Advice provided by C I Sharpe (Finance Analyst) on 20/05/2015.</p>
Procurement Advice:	The procurement team supports the recommendation to extend this contract so that it falls in line with other LAN and WAN contracts across the authority and we have agreed to go out to tender for one LAN and WAN contract and lower the overall cost. Advice provided by Paul Ritchie (Procurement Category Manager) on 19/05/2015.
IT Advice:	<p>The IT Service supports this proposal.</p> <p>The voice and data networks of the Council support communication with citizens, colleagues, partners and Councillors. Maintenance of this facility is vital to ensure communications that enable service delivery are provided in an uninterrupted manner.</p> <p>Advice provided by Paul J. Burrows (Strategy Manager) on 19/05/2015.</p>
Signatures	<p>Graham Chapman (PH for Resources and Neighbourhood Regeneration)</p> <p>SIGNED and Dated: 27/05/2015</p>

Glen O'Connell (Acting Corporate Director of Resources)

SIGNED and Dated: 27/05/2015